

# THE MATTABASSETT DISTRICT

## Memorandum

**Date:** February 6, 2013

**Subject:** Agenda - Tuesday,  
February 19, 2013 @ 7:00 PM  
Board Meeting

**To:** Board of Directors

**From:** Brian W. Armet, Executive Director

Public Speakers

### A G E N D A

Roll Call

|   | <u>Pages</u> |
|---|--------------|
| 1. Minutes of the meeting of January 22, 2013                                 | 1 - 3        |
| 2. Treasurer's Report   | 4 - 10       |
| a. Receipts & Expenditures 12-13  | 5            |
| b. Operating Fund Statement of Income 12-13                                   | 6            |
| c. Cash Flow Graphs 12-13   | 7 - 9        |
| d. Investment Schedule  | 10           |
| 3. Budget Statement, Fiscal Year 12-13  | 11 - 13      |
| 4. Check Register Report – January, 2013                                      | 14 - 15      |
| 5. Staff Reports  | 16 - 35      |
| a. Monthly Report   | 16 - 26      |
| b. Safety/Energy Report   | 27           |
| c. Operational Profile  | 28 - 31      |
| d. Monthly Flows & Rainfall Data for the Past Two Years                       | 32           |
| e. Effluent Quality Graph   | 33           |
| f. Nitrogen Graph   | 34           |
| g. Maintenance Graph  | 35           |
| 6. Committee Reports  |              |
| a. Engineering  |              |
| b. Finance  |              |
| 1. 2013-2014 Budget   |              |
| c. Human Resources  |              |
| d. Property Management  |              |
| e. Public Relations   |              |
| f. District Project Construction Committee                                    |              |
| 1. C.H. Nickerson's Payment Requisition #9 for December 2012 - \$2,649,484.71 |              |
| 2. Wright-Pierce's Payment Requisition for December 2012 - \$137,490.71       |              |
| 3. Milone & MacBroom's Payment Requisition for December 2012 - \$26,186.79    |              |

7. Counsel's Report
  - a. Executive Session
8. New Business
  - a. Middletown
9. Communications
10. Adjournment

The next meeting of the Mattabassett District will be held on **Monday, March 18, 2013 at 7:00 p.m.**, in the Administration Building, Cromwell, Connecticut.